AIR MOBILITY COMMAND

INTERIOR DESIGN GUIDE



The men and women of Air Mobility Command are strongly committed to providing Global Reach for America. In return, the senior leaders are equally committed to providing their people the quality facilities they need and deserve.

One of the most important factors in determining the quality of a facility is its interior design-its functional layout, interior finishes, and furnishings. These are features which require very careful consideration in the design process.

At Headquarters Air Mobility Command, we have established the AMC Design Center as a center of excellence in facility design. The multi-disciplinary staff includes highly qualified professionals in all aspects of design-their mission is to help commanders and their staffs with facility upgrade programs which will significantly improve our mission capability and quality of life for our people.

"The Air Mobility Team….Responsive Global Reach for America…Every Day!"

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The structural, electrical, and mechanical systems enhance the architecture and interior design features and vice versa.

INTRODUCTION

A. PURPOSE

This guide provides commanders with the Air Mobility Command (AMC) approach to interior design. Use it to educate and assist base designers, AMC design agents, and architectural/engineering firms working on all AMC interior renovation and new construction projects.

B. PHILOSOPHY

Quality interior design for AMC reflects "understated excellence" and assures that our facilities are attractive, environmentally safe, operationally efficient, and maintainable. The interior designer must strive for sound economical, functional, and aesthetic design achievements. Well-designed facilities satisfy the user's needs, instill pride of ownership, and promote productivity in the workplace.

C. DESIGN GUIDE SCOPE AND USE

It is AMC's goal to design facility interiors that meet or exceed the user's expectations for attractive, functional facilities. The Design Objectives section is intended to provide a clear understanding of this goal to all members of the design team—from the commander to the interior designer and the user.

This guide also includes criteria for providing structural and comprehensive interior designs for AMC facilities:

- Structural Interior Design (SID) – This process involves the selection and coordination of interior materials and finishes that are part of the building or are built-in items (i.e., cabinets, equipment, etc.).
- Comprehensive Interior Design (CID) – This process involves designing, selecting, and developing interior building materials, finishes, special effects, and furnishings for an integrated visual design theme (architectural and interior design). CID requirements, therefore, include structural interior design items and graphics. Furnishings include furniture, artwork, interior plants, trash receptacles, water fountains, chalk and tack boards, signs, entry directories, window coverings and other similar items.

The designer must work systematically as outlined in the Approach and Execution section. This will help drive the design to be more efficient, functional and satisfying to the customer. The general design requirements outlined throughout this guide are based on broad functional categories. Refer to individual AMC facility standards guides listed in the General References for more specific information by facility type.

This guide illustrates what is required for interior design project submittals, including format and content. In addition to listing AMC facility guides, the General References includes some applicable codes, policies, and references that can be of assistance for facility designs.



Limited floor area and the need for communication between workers may require the use of shared workspaces.



Structural elements can create a focal point in traffic areas.



A well-designed space provides a feeling of warmth and comfort.

DESIGN OBJECTIVES

Integrate engineering, architectural, and interior design considerations to create a "seamless" interior. The structural, electrical, and mechanical systems enhance the architectural and interior design features and vice versa. The goal is to create a fully integrated environment where the occupant loses sight of "how" and "why" the facility works and simply enjoys being there.

A. FUNCTION

Functional interior design ensures that each aspect of the interior environment performs efficiently for the user. A good working relationship between the user and designer will help accomplish this goal. Each facility type presents unique functional requirements that will ultimately affect the selection of finish materials and furnishings. It is important for the designer to investigate all aspects of these requirements through the user.

B. COST EFFECTIVENESS

All interior selections must reflect the "best buy" for the Air Force in terms of aesthetic value and life-cycle costs. Inexpensive, short-term solutions do not necessarily produce cost savings over time.

C. DURABILITY

Durable designs and finishes help facilities pass the "test of time." The designer must be concerned with material durability and wear as well as cost. Select quality materials and products appropriate to the function and level of use. Extra consideration must be given to products specified in heavy-use areas and specific functional areas.

D. MAINTAINABILITY

The use of easily maintained finishes is critical. While certain finishes may provide excellent durability, the designer must give serious consideration to maintenance and the effort required to maintain the appeal of certain products. It is critical to be familiar with finishes that wear well with low maintenance requirements.

E. COMPATIBILITY

The designer must be familiar with the base's architectural and environmental compatibility plans to achieve a unified sense of scale, tradition, and compatibility. The design team needs to understand that occasionally conditions exist which may limit the ability to meet the compatibility standards, especially when dealing with historic buildings.

F. DESIGN

Facilities must meet as many "human" needs at as many levels as possible, especially the need to feel good about one's surroundings. Work and living environments are increasingly within the control of those who design and build them. In the work place, the design team's responsibility is to provide a facility which fosters productivity and job satisfaction. Well-designed interiors can provide an environment that contributes to achievement at work and enhances pleasure and relaxation in recreational facilities.

G. CREATIVITY

Budget constraints place increased importance on design creativity. Proper planning and research of innovative design features will help the designer provide quality facility interiors within restricted budgets.

H. FLEXIBILITY

Flexible designs are essential to meet the dynamic requirements of the AMC mission. While the primary function of each facility must be the priority, the designer must keep in mind that functions evolve, and facilities may require future modifications. Flexibility within building systems will reduce the amount of time and money required for future alterations. Rapid technological advancements often demand upgraded equipment, power, and communication requirements. These advancements in technology should enhance, rather than outpace, the usefulness of AMC facilities.

I. TIMELESSNESS

A sense of timelessness in AMC facility design will extend the life and usefulness of design projects. Structural expression, suitability of materials, harmonious visual and tactile features, and classic furnishings will always remain the foundation of good design. The selection of trendy or dated finishes or design features is contrary to AMC design philosophy. Interiors should be creative but not extreme, reflect quality but not opulence, and be capable of being updated without requiring major changes to materials, spaces, or functions.



Tables of varying height accommodate numerous personal comfort preferences.

APPROACH AND EXECUTION

A professional interior designer, qualified by education, experience and often state registration, is concerned with space planning and the selection of materials and furnishings to fulfill the functional requirements of interior spaces. AMC expects architectural and engineering firms, the Naval Facilities Engineering Command, and the Army Corps of Engineers to use qualified professional interior designers. AMC encourages its wing commanders to establish an interior design position in the base engineer staff to provide design and review expertise. The designer must follow these steps to ensure a well-planned interior:

Programming - Meet with the user, gather information, understand the requirements, and identify special needs.

Concept Development - Perform space planning, architectural design, and material selection; and identify desired atmosphere and color themes, such as warm/cool. neutral/pastel,etc.

Design Development - Formalize the design concept into a presentation.

Concept Presentation - Educate the users and gain their approval through a formal presentation.

Design Execution - Prepare contract documents, specifications, and working drawings.

A. PROGRAMMING

To meet a facility's functional requirements, the designer must define the facility function and understand the user's needs. The designer accomplishes this by using communication skills, technical knowledge, and artistic talent.

1. Functional Requirements - AMC facilities can be divided into several major groups, including residential, hospitality/lodging, food service, office/administrative, maintenance/warehouse, recreation, medical, and educational. Each facility has requirements specific to its function and mission. The designer must identify and understand these requirements and translate them into a design.

2. Understanding the User's Needs - The designer must visit the project site, get to know the user, and gather data about the function, occupancy, and the user's expectations. This can be accomplished through meetings, surveys, and research.

a. Meetings - These include, but are not limited to, conferences held for predesign, presentation of concept, and review of various stages of project development.

b. Surveys - These can be performed by face-to-face interviews or written questionnaires. Surveys are an efficient way of gathering information concerning:

- Expected occupancy
- Types of duties or operations involved
- Individual space and equipment requirements
- Shared or common space and equipment requirements
- Interrelationships of people and functions within the facility space
- Special equipment requirements and locations
- Future requirements
- Unusual circumstances affecting the design

c. Research - The interior designer must follow all applicable Air Force instructions, policies, and pamphlets, as well as building, fire, and safety codes and regulations. The design team must investigate new product development, as well as availability and reliability of existing products and sources. A check of the user's satisfaction in similar facilities may help in making critical design decisions.

B. CONCEPT DEVELOPMENT

As the user's requirements become clear, the interior designer begins to formulate solutions for the design. In the concept development phase, those ideas begin to take form through:

1. Space Planning - What happens within a space determines the perception and experience that the user will encounter. Some important considerations for space planning include:

a. Personal space - Provide for the personalization of each user's space for display of personal items within limits. Provide individual lighting whenever possible.

b. Functional relationships - Take into account the different groups of people and their working relationships.

c. Adjacency priorities - Identify and prioritize which employee groups need to be located adjacent to each other.



Provide for personalization of individual work areas.



Some facilities may require multiuse spaces.

d. **People relationships** - Identify the relationships and interactions of individuals within a group.

e. **Status and function** - Identify special requirements for circulation, public/private space separation, VIP areas, informal gathering spaces (coffee bars, break rooms, and shared equipment space), and storage (filing, coats, supplies, etc.). The occupant's rank or position will influence the square footage and selection of materials.

f. **Equipment usage** - Identify all equipment and its users within each facility or each area of the facility.

g. **Efficient use of space** - Maximize the use of all spaces for their functions.

h. **Flexibility within the space** - Recognize that future modifications and function changes may require adjustments within a space to accommodate staff size changes and new technology.

i. **Aesthetics and comfort** - Create an atmosphere that increases human comfort and efficiency (i.e., ergonomics) in a pleasing way.

2. Architectural Design

a. **Codes and regulations** - Life safety and fire codes and regulations must be followed in all designs.

- Identify all applicable codes early in a project to minimize the need for reselections or rework.
- Be aware that codes apply to furnishings as well as finishes.
- Ensure that all designs meet Uniform Federal Accessibility Codes and comply with the Americans with Disabilities Act.

b. **Location influences** - There may be site specific factors which influence design solutions. It is the designer's responsibility to identify which factors need consideration and determine the best method of addressing each. These include, but are not limited to:

- **Architectural compatibility with existing facilities** - The local parameters determining a facility's exterior features will affect the size and type of windows, the ceiling heights, and to an extent, the materials carried into lobbies, foyers, and other internal spaces. The designer must work with the project architect to ensure the complete coordination of interior and exterior designs for the best interest of the user and the function of the space.
- **Historical preservation requirements** - The National Historic Preservation Act requires federal agencies to consult with the State Historic Preservation Officer and the Advisory Council on Historic Preservation reguarding proposed changes to properties listed on or eligible for listing on the National Register of Historic Places. The Secretary of the Interior Standards for the Treatment of Historic Properties provides guidelines for making sure that selections do not compromise a facility's historic integrity.
- **Cultural beliefs and customs** - Many nationalities and religious groups attach significance to certain colors, patterns, and materials. Some are considered sacred, good influences, and prestigious, while others are considered taboo. For instance, most Western cultures consider black the color of mourning. Eastern/Oriental cultures associate white with mourning. Some Middle Eastern groups wear

head coverings of patterns significant to their nationality or religion. Irish and Scottish family heritage is linked to certain colors and patterns of plaid. The designer must investigate any customs or cultural influences that might become protocol issues.

- ♦ **Current mission -** Often the mission of the user dictates certain design features. For example, sometimes windows are downsized or even eliminated. In these cases, designers need to emphasize other architectural elements and finishes to ensure a pleasant atmosphere for the users.
- ♦ **Availability of materials and resources -** Some materials are not readily available nor economically shipped to all locations. When designing a project for remote locations, consider cost and availability before specifying a product.
- ♦ **Special climatic and/or maintenance problems -** Sometimes the designer must take into account local climatic conditions when selecting materials and finishes. Special maintenance requirements must be identified when the following factors exist:
  - Heavy snow or rain
  - Very arid or humid climates
  - Unusual soil conditions and sand
  - High level of sun exposure
- ♦ **Noise levels -** Proper acoustical design depends on a careful ratio of reflective to absorptive surfaces so that excessive reverberation and disturbing sound intensity levels can be eliminated. The type of noise disturbance and function of the space will determine the adequate level of sound control.
- ♦ **Security requirements -** The user must provide any special security requirements that need to be included in the project. The user must validate and provide information from the appropriate agency, for example the Security Police, before design begins. When dealing with facilities that have special security needs, security clearances might have to be obtained.

c. Light - Light and its effects on the environment are critical to the interior design of a space. The quality and placement of light sources are as important as light level in obtaining the functional and the aesthetic intent of the spatial design. Be aware of how the light source affects space perception, finishes, colors, and textures when making design decisions. The function of the room or facility will influence the system type and amount of lighting required.



Some security requirements can be easily incorporated in a design.

Numerous studies have shown that natural light positively affects both physical and mental health. In the work environment, people tend to have more job satisfaction if they have some contact with natural light through windows, skylights, and atriums. The designer must work with the project architect and the user to provide natural lighting in the most functional, cost-effective manner. The interior designer must be involved in the selection of artificial light fixtures and sources to ensure:

- ♦ Functional compatibility
- ♦ Aesthetic compatibility
- ♦ Elimination of glare and color washout
- ♦ Assurance of color integrity of finish materials
- ♦ Flexibility in light control
- ♦ Adequate supplemental light for maintenance where required
- ♦ Proper lamping (bulbs) per fixture based on life cycle cost and replacement lamp availability
- ♦ Compliance with life safety codes

d. Proportion - Room dimensions should be appropriate for the function. This is easier to accomplish in new facilities, although many things can be done in renovation projects to change the perceived size of a room or space without actually changing its dimensions. Some of these are discussed in the Color Concept section. The designer must create a balance between a space and the furnishings within it. The scale and mass of items placed within a space greatly affect how that space is perceived. An interior should be comfortable for the user without feeling crowded or underfurnished.

Furnishings within a space must also relate to each other in a harmonious manner providing focus and balance for the viewer.

3. Physical and Behavioral Requirements - Human comfort and well-being are priority considerations. The minimum physical environmental requirements include appropriate levels of lighting, temperature, humidity, and background noise. Some individual control of these levels is desirable. As with all aspects of design, the function of the space will determine the desirable amount of the user's control, depending on individual or group differences, the activities involved, and time spent within the space. The designer must address the behavioral needs of the occupants, including safety and security, privacy, personal space, and visual/directional orientation.

4. Color Concept - Color preference is very personal, and individual interpretation of color varies widely. However, the true properties of color are constant. The designer must have knowledge of these properties and their relationship to the functional, spatial, and lighting aspects throughout the space. The designer and the user must separate personal taste from professional design. The following general guidance directs attention to special areas of consideration when selecting color schemes for AMC facilities.

a. Provide timeless color coordination that will be attractive to the majority of people.

- ♦ Use neutral colors for permanent background finishes (e.g., architectural materials—ceramic tiles, stone, bathroom fixtures, panel fabrics etc.) to support a variety of color schemes.
- ♦ Vary the intensity of color and create patterns to provide visual relief from the monotony of neutral colors.
- ♦ Use accent colors for finishes that are subject to periodic change (carpets, wallcoverings, upholstery, etc.), and to create interest in focal points.
- ♦ Use pattern and texture to enhance visual interest.
- ♦ Provide small amounts of intense colors in graphics, borders, accessories, and artwork for visual stimulation.

b. Use color to enhance the spatial qualities of an area.

- ♦ Use warm colors to make a room seem smaller, more "human" in scale; warm colors appear to advance toward the viewer.
- ♦ Use cool colors to make a room seem larger, and more spacious; cool colors appear to recede from the viewer.

c. Change the perception of a room's size without construction by varying the placement of horizontal color breaks.

- ♦ When the ceiling is low, avoid drawing attention to the ceiling line where it meets the wall. Do not use borders or sharply contrasting colors.
- ♦ A chair rail will draw the viewer's eye horizontally around a space to make it appear wider.



Drapery can camouflage functional elements when not in use.

d. Use fewer color breaks to make a room seem larger.

- ♦ Paint doors and frames to match the walls in small rooms.
- ♦ Avoid accent walls; keep wainscot and wall colors similar.
- ♦ Make walls a similar color to floor coverings.

e. Use patterns and textures to stimulate interest and tie color schemes together.

- ♦ Select solids and small patterns that coordinate with a larger pattern.
- ♦ Consider the size of an item when deciding whether it should have a pattern and the size of the pattern to use.
- ♦ Vary the surface texture to add visual appeal in a one-color scheme, especially when the introduction of a new color is not desirable. Textures affect the way an object reflects light: smooth, shiny surfaces reflect more light than rough dull surfaces. Also important is the facility users' reaction to textures: glossy surfaces are perceived as cold, while softer, matte finishes are distinguished as warm.

5. Material Selection - AMC encourages innovative and creative use of finishes and furnishings. New products are always being introduced on the market and often offer increased performance and aesthetics to the product line. Continuing education in product knowledge and research into product development are essential when making finish and furnishing selections. When making selections the designer should consider:

a. Durability - The function of the space will determine the degree of durability required. The aesthetics and how the finish/material relate to the other design elements must also be considered, as well as cost justification.

b. Maintenance - The use of easily maintained finishes is critical. While certain finishes may provide excellent durability, the designer also must give serious consideration to maintenance requirements. The maintenance plans of many facilities are minimal, so finishes that wear well and are lower in maintenance requirements perform best. Establishing a maintenance schedule is the user's responsibility, but designer input is essential. The designer can assist by:

- Supplying manufacturer suggested maintenance information
- Emphasizing the importance of a regular maintenance schedule
- Indicating special products required for the maintenance program

c. Life cycle cost and appeal - The designer must consider product performance and longevity of appeal, as well as initial cost when making selections. If the appeal of a surface or furniture item degrades, the user will want to replace it prematurely. A product that keeps its appearance and shape longer may be a better choice over time.

d. Product quality and performance - Numerous studies show that quality does not necessarily have to cost more. Quality products perform better and wear longer. Usually these products are backed by manufacturers' warranties to assure the customer's continued satisfaction after installation is complete.

e. Environmental factors - Designers today must consider the effects their selections have on the environment over time.

- Consider products that are made from recycled materials, or are easily recycled.



Use patterns and textures to stimulate interest and tie color schemes together.



The use of durable and easily maintained finishes and furnishings extend the appeal of a design.



Consider the use of flooring made from recycled products.



Some elements of a concept presentation



Example of a color rendering

- Carpets made from recycled plastics
- Walk-off mats made from old tires

♦ Avoid the use of finishes, adhesives, or furnishings that emit toxic fumes or pollutants during installation and curing.

♦ Specify durable items that require less frequent replacement.

- Loop pile carpet tile vs. cut pile broadloom in office areas or heavy traffic areas.

♦ Specify easily cleaned materials that do not require special chemicals or cleaning solutions.

- Latex vs. oil-based paints

C. Design Development

At this point in the process, the interior designer should have a clear picture of the design intent. Through the design development process, the designer must complete the following:

1. Design Narrative - Write an explanation to help the user understand the design and selections that have been made.
2. Design Illustration - Provide floor plans, elevations, perspectives, and detail drawings.
3. Color Schemes and Material - Provide finish boards or books to illustrate the color scheme.
4. Furnishings Selection - Provide furniture and accessory boards or books to illustrate the color concept.

D. Concept Presentation

The user's satisfaction is an important goal, in addition to the longevity of the design. Educate the user to appreciate the long-term value of quality design.Explain the design development process and the designer's role to the user. The user needs to understand his/her involvement and the impact on the final product.

Through the use of visual presentation materials, including renderings, floor plans, perspectives, finish and furniture boards, the user should gain a clear understanding of the design.

The design narrative explains the presentation materials to the user and communicates the basis for design decisions.

The designer may have to develop creative alternatives to meet specific customer needs or desires, with high-quality, timeless design as the goal for all team members.

E. DESIGN EXECUTION

The completed design package must clearly convey the design intent. The contract documents provide the information necessary to implement the design. These documents include:

1. Statement of Work (SOW) - A brief but thorough description of the work to be performed by the contractor. The SOW is used by the contracting agent to synopsize the project in the bid advertisement.

2. Architectural Floor Plan - Demolition plans, new floor plans, and reflected ceiling plans.

3. Finish Schedule and Color Legend - The matrix indicating which finishes are used on specific interior surfaces, and the list identifying each finish by pattern, color, number, brand and manufacturer.

4. Finish Floor Plan - A drawing typically used to clarify the placement of patterns, borders, or combinations of floor finishes in an area.

5. Elevations, Sections, and Details - Drawings used to further clarify a design feature. Elevations are drawings which typically illustrate placement of wallcovering as well as height of chair rails, bumper guards, plumbing fixtures, and other design features permanently attached to the walls. Sections and details generally illustrate how a particular feature is constructed or attached to another surface or feature, and of what generic materials it is made.

6. Miscellaneous Drawings - Electrical layouts, enlarged floor plans of rest rooms and repetitive areas (e.g., dorm rooms), and construction drawings for built-in cabinetry, etc.

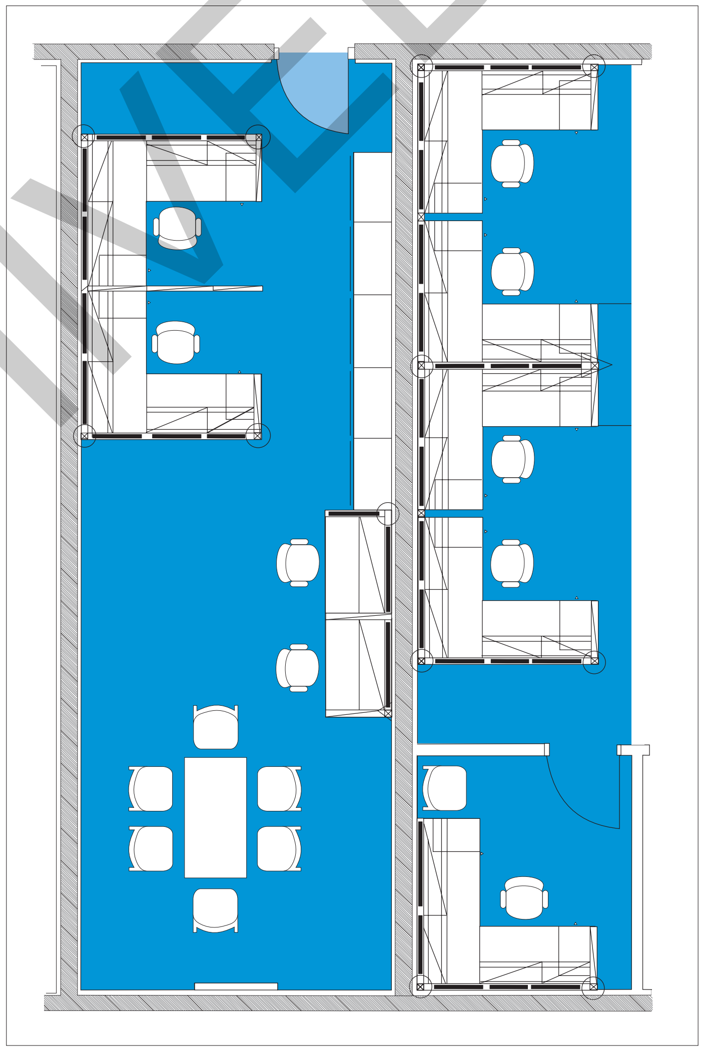
7. Furniture Floor Plan - Scaled layouts showing placement of existing and new furniture and equipment. Separate drawings may be required for conventional furniture (modular or "freestanding" items) and systems furniture (panel mounted workstations, generally prewired). These drawings provide references for changes or decisions required during project construction.

8. Installation Plans - Drawings indicating the placement of systems furniture panels, electrical connections and power layouts, and components. Installation plans and/or elevations may also be required for artwork and signs.

9. Furnishings Specifications - Technical product information, including as necessary item name, size, color, fabric or finish, fire rating, brand and manufacturer, source, quantity, photo or catalog cut, and cost.

10. Furnishings Cost Estimates - Line item extensions of item costs may need to be separated by item category or by room or area for phased purchasing.

11. Furnishings Order Forms - The actual forms required by the user to order the items.



Furniture floor plan



Residential



Maintenance/Warehouse



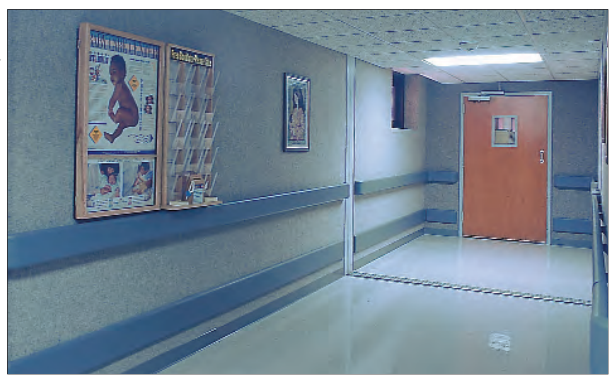
Hospitality/Lodging



Recreation



Food Service



Medical



Office/Administrative



Educational

Functional Criteria

All AMC buildings are categorized as either permanent or temporary. Permanent facilities are generally masonry or steel frame construction, built for a specific purpose and intended to require minimum maintenance.

Temporary facilities are wood frame with little or no masonry, and are often relocatable and are intended to fill a short-term need of five years or less without regard to degree of maintenance. These temporary structures are often much older than their original intended use, and may have restrictions governing the type and amount of renovation and alteration that can be performed This presents a challenge for designers regarding quality standards and budget limitations.

AMC facilities also are divided into several facility types including:

- Residential
- Hospitality/Lodging
- Food Service
- Office/Administrative
- Maintenance/Warehouse
- Recreation
- Medical
- Educational

The main factors that affect finish material selection and application include foot traffic; presence of food, beverages, chemicals, grease or other potential soilage; the type of activity that occurs; and the level of quality required. The following paragraphs and charts illustrate the types of selections that would be appropriate in the various facilities. Use these as generic guidelines for product selections. Each project may have considerations that require alternate choices. The designer must research these with the user early in the project.

Some facilities do not fit easily into only one category: child development centers, fire stations, chapels, passenger terminals, and flight line facilities are examples of multifunctional facilities. In these cases, the designer must use judgment in determining the proper blend of interior finishes and furnishings. Examination of several categories may be necessary to compile the requirements for projects in one of these facilities. Heavy-use areas include wet areas (i.e., kitchens, toilets, etc.), high-traffic areas, and areas requiring maximum product durability. Medium-use areas are used every day, but not by large numbers of people. Generally they are not wet areas, nor do they experience extreme wear-and-tear. Light-use areas are those which experience low traffic or may not be used on a daily basis and will not subject finish materials to extreme use or wear.





Heavy-use and high-traffic areas should be attractively designed using materials that provide maximum durability.



A. RESIDENTIAL

Residential facilities are family housing and unaccompanied personnel housing (dormitories). While the overall wear of finishes is reduced in family housing units, they still contain areas fitting all three categories of use. Heavy-use areas include entrance foyers, kitchens, bathrooms, stairwells, and laundry areas. Corridors, hallways, dayrooms, family living and dining rooms would be considered medium-use areas. Bedrooms would be light-use areas. Refer to the AMC Housing Guide, the Commander's Guide to Dormitory Excellence, and the Commander's Guide to Family Housing Excellence for more details. See Table A below **

Materials	Heavy		Medium		Light	
	D	FH	D	FH	D	FH
FLOOR*	CT, QT VCT,	CT, SV Level loop Cut pile, WD	CPT Level loop or Cut and loop	CPT Cut pile or WD	CPT Cut pile	CPT
BASE	CT, RB VB	CT, VB WD	RB, VB WD	RB, VB WD	RB, VB WD	RB, VB WD
WALLS	CT, EPT, PL	VWC Type II PT	HDFWC, EPT, PT, VWC Type II	PT,WP, VWC	PT, VWC	VWC, PT WP
CHAIR RAIL	MP, PL, WD	WD	WD, VB, RB	WD	WD, VB, RB	WD
CEILING	ACT, GB WRG	GB	ACT, GB	GB	GB	GB
LIGHTING	Fluorescent Incandescent	Incandescent Fluorescent	Fluorescent Incandescent	Incandescent	Incandescent	Incandescent
WINDOW COVERINGS*	Vertical blinds Mini blinds	Shades Mini blinds Lined draperies Sheers	Vertical blinds Mini blinds Lined draperies	Shades Mini blinds Lined draperies Sheers	Vertical blinds Mini blinds Black-out draperies Lined draperies	Shades Mini blinds Lined draperies Sheers
FURNITURE	Commercial grade	NA	Commercial grade	NA	Commercial grade	NA
UPHOLSTERY	Vinyl and/or fabric 50,000 + double rubs	NA	Vinyl and/or fabric 20,000 + double rubs	NA	Fabric 10,000 + double rubs	NA

Table A: Residential Product Selection Guide.

* Carpet and draperies are provided by the government in some family housing.

** See Appendix for abbreviations legend.

(D) - Dormitory (FH) - Family Housing

B. HOSPITALITY/LODGING



The hospitality/lodging category includes transient lodging facilities of all types: quarters for visiting personnel, as well as temporary living facilities for families arriving at or leaving a base. Heavy-use areas include registration desks and lobbies, entrance foyers, stairwells, elevators, and corridors. Also included are wet areas such as laundry rooms, snack rooms, and rest rooms. Medium-use areas include management and administrative offices. Bedrooms are light-use areas. Refer to HQ AMC Services Guide to Excellent Facilities for more detail. See Table B below. ****

Materials	Heavy	Medium	Light
FLOOR	VCT, CT, CPT/Level loop	CPT	CPT
BASE	QT, CT, RB, VB	RB, VB, WD	RB, VB, WD
WALLS	BR**, VWC, Type II PL, CT,EPT, PT, HDFWC	VWC, Type I, PT	VWC, PT, FWC
CHAIR RAIL	MP, PL, WD	Not Normally Used	Not Normally Used
CEILING	ACT, GB, WRG	ACT, GB	GB
LIGHTING	Fluorescent Incandescent	Fluorescent	Incandescent
WINDOW COVERINGS	Vertical blinds Mini blinds Lined draperies	Vertical blinds Mini blinds Lined draperies	Mini blinds Black-out draperies
FURNITURE	Commercial grade***	Commercial grade	Commercial grade
UPHOLSTERY	Vinyl or fabric rated 50,000 + double rubs	Fabric rated 20,000 + double rubs	Fabric rated 10,000 + double rubs

Table B: Hospitality/Lodging Product Selection Guide.

* Corridors in hospitality/lodging facilities must be carpeted.
** Brick should be used only when building materials are extended to the interior or exist as a condition that works within the design.
*** Use hard surface transaction counters and kick plates on all lobby and registration desks.
**** See Appendix for abbreviations legend.



C. FOOD SERVICE

Food service facilities include dining halls, flight kitchens, open mess facilities (officers' and enlisted clubs), snack bars, and cafeterias. Most areas in these facilities can be considered heavy-use because they are subject to high traffic and frequent food and beverage spills. Management and administrative areas would be medium-use. Special/private dining areas might be considered light-use. See Table C below. ***

Materials	Heavy	Medium	Light
FLOOR	QT, CT, VCT, CPT*	VCT, Level loop CPT	Cut Pile CPT
BASE	QT, CT, RB, VB	RB, VB	WD
WALLS	CT, VWC Type II or III, EPT, PL, PT,	VWC Type I, PT	VWC, PT
CHAIR RAIL	MP, PL, WD	Not normally used	WD
CEILING	GB, WRG, PLAS**	ACT, GB	GB
LIGHTING	Fluorescent Incandescent	Fluorescent Incandescent	Incandescent
WINDOW COVERINGS	Vertical blinds Mini blinds	Vertical blinds Mini blinds Lined draperies	Lined draperies Sheers Shades
FURNITURE	Commercial grade	Commercial grade	Commercial grade
UPHOLSTERY	Vinyl or fabric rated 50,000 + double rubs	Fabric rated 20,000 + double rubs	Fabric rated 10,000 + double rubs

Table C: Food Service Product Selection Guide.

* Carpet is required in the seating areas of dining halls, Officers', NCO, and Airmen's clubs. It also is desirable in seating areas of some other food service facilities such as golf course clubhouses and large cafeterias in administrative facilities.

** Some food service facilities have wood, metal or other structural materials used for decorative effect. Another option would be exposed structural/mechanical elements blended in the overall design scheme.

*** See Appendix for abbreviations legend.

D. OFFICE/ADMINISTRATIVE



Office/administrative facilities generally have the highest concentration of occupants. These areas vary from private offices, to open-bay work spaces filled with conventional and modular furniture, to large systems furniture (pre-wired) installations. Most administrative facilities will contain some combination of the three types depending on the functions performed by the occupants, as well as physical constraints of the facilities. Heavy-use areas in an office environment include entrances, foyers, lobbies, main circulation corridors, stairwells, elevators, rest rooms, large conference or meeting rooms, snack bars, and media production areas. Medium-use areas include internal circulation, staff office areas, and small conference rooms. Commanders' suites and private conference areas are light-use areas. See Table D below. ***

Materials	Heavy	Medium	Light
FLOOR	QT, CT, CPT* Level loop	CPT/Level loop	CPT/Cut pile or Level loop
BASE	QT, CT, RB, VB, WD	RB, VB, WD	RB, VB, WD
WALLS	CT, HDFWC, PL, EPT, PT, VWC Type II & III	HDFWC, PT, VWC Type II	FWC, VWC, PT, WD**
CHAIR RAIL	MP, WD	MP, WD	WD
CEILING	ACT, WRG	ACT	ACT, GB
LIGHTING	Fluorescent Incandescent	Fluorescent Incandescent	Fluorescent Incandescent
WINDOW COVERINGS	Vertical blinds Mini blinds Lined draperies	Vertical blinds Mini blinds Lined draperies	Vertical blinds Mini blinds Lined draperies
FURNITURE	Commercial grade	Commercial grade	Commercial with some residential grade pieces
UPHOLSTERY	Vinyl or fabric rated 50,000 + double rubs	Fabric rated 20,000 + double rubs	Leather or fabric rated 10,000 + double rubs

Table D: Office/Administrative Product Selection Guide.

* Carpet is required for all corridors and stairwell landings that are not directly accessed from a loading dock or delivery area, as well as conference and meeting rooms. It is also desirable in seating areas of large cafeterias.

** Wood is only recommended as a wainscot. When used, it must be treated to have a Class A fire rating. Wood-look pressboard paneling is unacceptable.

*** See Appendix for abbreviations legend.



E. MAINTENANCE/WAREHOUSE

Maintenance/warehouse facilities include all functional areas in which vehicles or heavy equipment are operated; chemicals are used; there is exposure to weather, product dust and dirt; and bulk items are stored. Most areas within these facilities would fall under the heavy-use heading since the finishes are constantly subjected to traffic, cleaning, abrasion, weather, or other deterrents to durability. Some of these facilities house administrative areas which could be considered medium-use areas if there are transition areas separating them from direct access to the heavy-use areas. If a commander's suite is included in the facility, it could be listed as light-use, again only if there is separation from the high-use areas. See Table E below. **

Materials	Heavy	Medium	Light
FLOOR	QT, CT, CONC	VCT, CPT/ Level loop	CPT/Cut pile
BASE	CT, QT, RB, VB	RB, VB	VB, WD
WALLS	PT	PT, VWC	VWC, HDFWC
CHAIR RAIL	NA	MP	WD
CEILING	WRG, EXP	ACT	ACT, GB
LIGHTING	Fluorescent HID	Fluorescent	Fluorescent Incandescent
WINDOW COVERINGS	Mini blinds*	Vertical blinds Mini blinds	Vertical blinds Mini blinds Lined draperies
FURNITURE	NA	Commercial grade	Commercial with some residential grade pieces
UPHOLSTERY	NA	Vinyl or fabric 25,000 + double rubs	Leather or fabric rated 15,000 + double rubs

Table E: Maintenance/Warehouse Product Selection Guide

* Most areas have no window covering.
** See Appendix for abbreviations legend.

F. RECREATION

Recreation facilities encompass the most diverse functions of all the categories. They include gymnasiums, fitness centers, golf course clubhouses, bowling, youth and community centers, skating rinks, libraries, and theaters. These facilities contain mostly high-use areas because of their high volume of customers. Facilities such as fitness centers have constant traffic throughout the day, while facilities such as theaters have a high concentration in a short period. Golf course clubhouses and bowling centers contain food services. Bowling and fitness centers, and skating rinks require special finishes and attention to acoustical control. See Table F below. **



Materials	Heavy	Medium	Light
FLOOR	CPT/Level loop* VCT, WD, CT, QT	CPT/Level loop*	CPT/Level loop*
BASE	CT, QT, RB, VB	CT, QT, RB, VB	RB,VB
WALLS	HDFWC, AWC, VWC Type II, PT	HDFWC, AWC, VWC Type II, PT	HDFWC, AWC, VWC Type II, PT
CHAIR RAIL	MP, WD	MP, WD	WD
CEILING	EXP, ACT, WRG	EXP, ACT, WRG	ACT, GB
LIGHTING	Fluorescent Incandescent, HID	Fluorescent Incandescent, HID	Fluorescent Incandescent, HID
WINDOW COVERINGS	Vertical blinds Mini blinds	Vertical blinds Mini blinds Lined draperies	Vertical blinds Mini blinds Lined draperies
FURNITURE	Commercial grade	Commercial grade	Commercial grade
UPHOLSTERY	Vinyl, MP or fabric rated 50,000 + double rubs	Vinyl or fabric rated 50,0000 + double rubs	Vinyl or fabric rated 50,000 + double rubs

Table F: Recreation Product Selection Guide.

* Woven cut pile carpet may be used in some areas of theaters, bowling centers, and golf clubhouses.

** See Appendix for abbreviations legend.



G. MEDICAL

Medical facilities include medical centers. hospitals, clinics, and pharmacies. Many areas within these facilities are heavy-use due to high volume traffic, wet areas, and chemicals. Patient waiting areas, administrative and doctors' offices, and selected corridors are medium-use where acoustic control is desirable. Light-use areas include commanders' suites and conference rooms. Refer to HQ AMC Medical Facilities Design Guide for more detail. See Table G below. **

Materials	Heavy	Medium	Light
FLOOR*	VCT, SV, CT, QT	CPT/Level loop, VCT	CPT/Level loop CPT/Cut pile, VCT
BASE	RB, VB, CT, QT	VB, RB, WD	VB, RB, WD
WALLS	PT, VWC Type II	VWC Type II, AWC, HDFWC	VWC Type I, AWC, HDFWC, FWC
CHAIR RAIL ***	MP	MP	WD, PL
CEILING	ACT, GB, WRG, EXP	ACT, GB	ACT, GB
LIGHTING	Fluorescent HID	Fluorescent Incandescent	Fluorescent Incandescent
WINDOW COVERINGS*	Vertical blinds Mini blinds	Vertical blinds Mini blinds Lined draperies	Vertical blinds Mini blinds Lined draperies
FURNITURE	Commercial grade	Commercial grade	Commercial grade with some residential grade pieces
UPHOLSTERY*	Vinyl, breathable mesh	Vinyl, fabric rated 50,000 + double rubs	Leather, fabric rated 20,000 + double rubs

Table G: Medical Product Selection Guide.

* Special materials are available for health care use such as antimicrobial flooring and carpet, cubicle curtains, and vinylized fabric.
** See Appendix for abbreviations legend
*** Including Handrail, Protective Trim etc

H. EDUCATIONAL

Educational facilities include grade and high schools for dependent children, specialized training facilities (such as simulators), professional and technical classrooms, and centers for college extension program. Heavy-use areas in educational facilities include entrances foyers, snack bar and cafeteria service areas, rest rooms, fitness areas, simulator rooms and technical classrooms. Administrative offices, conference and briefing rooms, most other classrooms, and corridors would fall in the medium-use category. Principals' offices and commanders' suites would be light-use. See Table H below.*



Materials	Heavy	Medium	Light
FLOOR	CT, QT, VCT, SV	CPT/Level loop	CPT/Level loop CPT/Cut pile
BASE	CT, QT, RB, VB	RB, VB	RB, VB, WB
WALLS	EXP, VWC Type II, EPT, PT	PT, VWC Type II	PT, VWC Type II
CHAIR RAIL	MP	MP, WD	MP, WD
CEILING	EXP, ACT	ACT	ACT,GB
LIGHTING	Fluorescent Fluorescent HID	Incandescent	Fluorescent Incandescent
WINDOW COVERINGS	Vertical blinds Mini blinds	Vertical blinds Mini blinds Lined draperies	Vertical blinds Mini blinds Lined draperies
FURNITURE	Commercial grade	Commercial grade	Commercial grade
UPHOLSTERY	Vinyl, MP	Vinyl, MP, WD fabric rated 25,000 + double rubs	Vinyl, MP, WD fabric rated 25,000 + double rubs

Table H: Educational Product Selection Guide.

* See Appendix for abbreviations legend.



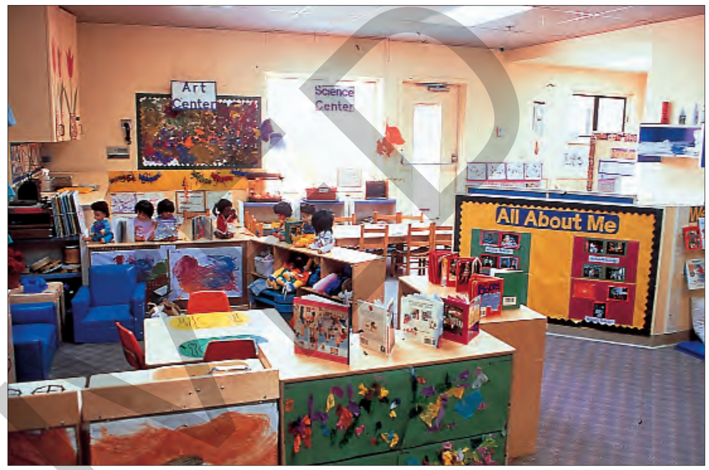
Heavy patterned carpet in high-traffic areas helps to hide soiling.

GENERAL CONSIDERATIONS

Some facilities have elements or features that require special attention. This section provides some design suggestions that may help the designer address special conditions or achieve special effects.



Maximize the flexibility of conference rooms through the use of adjustable lighting, multipurpose seating, creative ceiling finishes, acoustical wall treatment, and multimedia presentation system.



In child development and youth centers, the children's activities generate so much color and pattern that the finishes and furniture need to provide a neutral backdrop.



Innovative ceiling and lighting design, artwork, room dividers, and the use of wood, plants, and textiles can soften and ease the incorporation of structural elements into the overall design.



When renovating, site adaptation may play a big role in creating a successful new facility. This dining facility design was an adaptation of the facility shown in the photo on the left.



Systems furniture provides for organization of files and papers, multi-equipment use, and interoffice communication, while still maintaining personal work areas. When using systems furniture along window line, use low height partitions. Avoid using panels over 68" high except to define corridors or conference areas.



Creative use of color and pattern can add interest and dimension to functional spaces. The AMC standard is to provide different color schemes for men and women's rest rooms.



When developing a package for signs, identify all locations that require them, and specify professional and flexible products to be used.



Warehouse facilities require proper storage fixtures and signs to help maintain function and appearance.



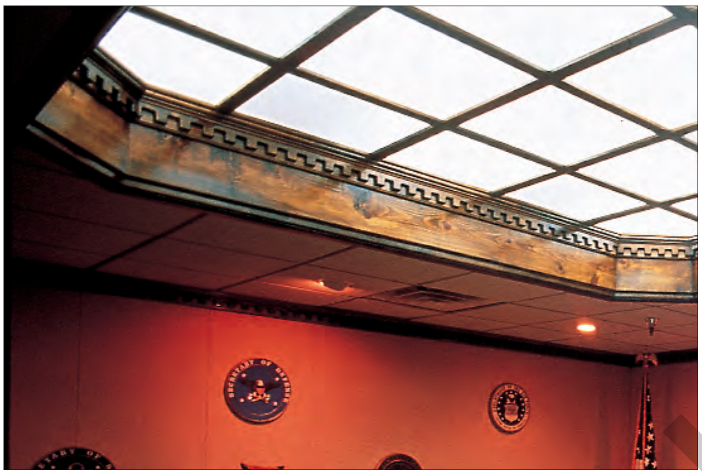


Emergency light fixtures are available in various styles that can help maintain the integrity of the design. It is the designer's responsibility to work with the electrical engineer to select the most appropriate fixtures for each project.





Specialty borders, moldings, stencils, faux finishes, ceiling tile, and wallcovering patterns can be used to create special effect.



Architectural molding has many characters and uses.



Support elements can be enhanced to work within a design.





The use of architectural molding, elements, and details can enhance the appearance of "ordinary spaces."

Finish and material specifications vary according to the function of the space and the ambiance desired by the user. Use the following general guidelines, keeping in mind the specific requirements of each project.

Do not use exposed concrete block except in utility rooms, mechanical, electrical, and janitor's closets/rooms, industrial areas of maintenance facilities, or large warehouse/storage areas. Interior walls should be ceramic tile for wet areas or gypsum board finished with paint or wallcovering for all other areas. Brick, stone or split face block (with integral color so it need not be painted) may be used in entrance foyers, lobbies, and gymnasiums. These architectural finishes can be used as a feature wall or section of a wall in facilities such as food service and lodging lobbies.

Use wooden doors for most interior applications. Door and trim color should be uniform throughout a facility. Avoid doors with louvers unless they are necessary for ventilation. Use metal doors in industrial facilities.

Use a 2' x 2' suspended acoustical ceiling grid and tiles with a revealed edge. Most bases have a standard 2' x 2' tile pattern they use for their facilities. The exposed grid system must match ceiling tile color in most areas. Brass or chrome grid may be used for special effect. If circumstances force the selection of a 2' x 4' tile, be sure to use one that is scored to resemble a 2' x 2' grid.

For painted ceilings, use ceiling white paint, which is specially formulated for maximum light reflection. Using a color on the ceiling is not recommended except for special effect.

Horizontal color breaks in corridors create undesirable tunnel effects. Emphasize vertical elements for balance.

Paint fire alarm bells, extinguisher cabinets, electrical switches, receptacles, coverplates, and similar items to match walls. Recess fire extinguisher cabinets in walls.

Chair rail height should match the height of side chairs to be put against it. When chairs are not a factor, chair rail should be positioned in the range of 32" to 38" above the finished floor

Wall decor or artwork should be neat, framed, and in good taste. Avoid suggestive or controversial subjects. Even in personal spaces signs should not be hand lettered or stenciled.

Use carpet tile as a floor finish in most administrative areas and heavy foot-traffic areas. Raised floor systems are often plastic laminate or other hard surface materials. Use anti-static carpet tiles in these areas to provide better acoustical control.

Use broadloom carpet in commanders' suites, courtrooms, dayrooms, sleeping rooms and auditoriums. Carpet only the landings in stairwells. Use rubber or vinyl treads and risers on steps. Carpets available in 6' widths will lower the number of seams required and often lower the installation costs for corridors and narrow passageways. Anti-static broadloom carpets are available for use in computer areas that do not have raised floors.

Carpet appearance and durability depend on technical specifications. Specify carpets that are solution dyed and have an anti-microbial finish in medical, lodging and food service facilities. Carpets made from nylon fibers wear better and are more resilient than those made from polyester, acrylic or olefin fibers. Both fiber and yarn construction affect the luster, dyeability, and crushability of carpets.

Patterned carpet helps to "mask" soiling in traffic areas. Use patterned carpet in heavy-use areas, or areas where maintenance is minimal. In areas where a bold pattern would be distracting, provide a tweed or mottled pattern carpet. Use solid color carpets in commanders' suites, courtrooms, chapels, and some lodging facilities.

When using vinyl or rubber wall base, choose one neutral color to use throughout the facility. Use straight base with carpet, and coved base with hard surface floors. Base materials used in stairwells must meet Class A fire rating.

Used recessed walk-off mats in vestibules and on the interior side of doors that open directly to the outside.

The designers must be familiar with items that are available from government sources, including Federal Prison Industries (UNICOR), the Federal Supply Schedule (FSS), General Services Administration (GSA), and understand which items have mandatory status requirements.■

SUBMITTAL REQUIREMENTS

The scope of interior design projects varies considerably from selections of replacement finishes and furnishings in existing facilities to full-blown CIDs requiring space planning, finish and furnishing selections, systems furniture layouts, installation drawings, architectural drawings, finish schedules, graphics, specifications, and order forms. The designer must understand his/her role in the particular project and negotiate fees for submittal requirements with the appropriate contracting agent. The following provides some general guidelines concerning AMC expectations regarding interior design submittals.

A. CID packages need to be submitted at various stages in the project design. These are:

1. 10% or Concept Stage
   a. Lump sum furniture budgets for:
   - ♦ Systems furniture
   - ♦ Conventional/free-standing furniture, including storage units
   - ♦ Window coverings, artwork, and accessories

   b. Special requirements based on the user's needs
   - ♦ Special lighting or acoustical control areas
   - ♦ Security requirements

   c. Theme/color scheme in general terms (e.g., warm tones, traditional, nautical, etc.)
2. 30% or Project Definition
   a. Design narrative/statement of design objective
   b. Verbal description of generic interior finishes by area
   c. Workstation and/or office typicals (layouts of proposed "standard" work areas)
   d. Update of prior submittal as required by review comments
3. 60% Submittals
   a. Furniture illustrations
   b. Justification for not chosing UNICOR
   c. Furnishings plans
   d. Color boards (include exterior SID)
   e. Example of color rendering style
   f. Sketch perspectives
   g. Sign samples and types
   h. Cost estimates
   i. Finish schedule and color legend
   j. Update of prior submittals as required by review comments
4. 90% Submittal
   a. Color rendering or 8"x10" color photo of same
   b. Completed furnishing order forms
   c. Update of prior submittal as required by review comments
5. 100% Submittal
   a. Update of prior submittal as required by review comments

B. A minimum of four complete packages are required for CID/SID submittals. Send these to:

1. Contracting agent
2. HQ AMC
3. Base civil engineer
4. Base user agency

HQ AMC and the base will not return their copies. They will post all updates and keep them for future reviews, procurement, and matching materials.

C. Format the submittals as follows:

1. Use standard D-ring binders with front and edge pockets for title sheets. Include the project title, number, base, and submittal status on each binder; use 8.5" x 11" insert sheets, with maximum sample module foldout of 25.5" x 33" per side. Organize the sections with labeled tabs to facilitate an orderly and fast review.

Organize the samples by area color schemes. Use correspon-ding room names and numbers to those shown on the architectural floor plans and finish schedule to identify the module. All sample labeling should correlate to the finish schedule and color legend to eliminate confusion. Materials and finish samples must indicate true pattern, color, and texture. Interior SID includes materials and finishes, door and window trim, finish for cabinetry, hardware, toilet partitions, lockers and any other items requiring the selection of color, pattern or texture. Provide the exterior finish material samples in the CID package for reference.

2. When furnishings are included in the CID package, provide an itemized cost estimate. Include separate totals for systems furniture and free-standing furniture. Indicate freight costs as separate line items; add 10 percent contingency to the total cost. Sample cost estimates by item and total are provided in the Appendix.

APPENDIX

ABBREVIATIONS

ACT	Acoustical Ceiling Tile
AWC	Acoustical Wallcovering
BR	Brick
CONC	Sealed Concrete
CPT	Carpet
CT	Ceramic Tile
EPT	Epoxy Paint
EXP	Exposed
FWC	Fabric Wallcoverings
GB	Gypsum Board
HD	Heavy Duty
HID	High Intensity Discharge
MP	Molded Plastic
PL	Plastic Laminate
PLAS	Plaster
PT	Paint
QT	Quarry Tile
RB	Rubber Base
SV	Sheet Vinyl
VB	Vinyl Base
VCT	Vinyl Composition Tile
VWC	Vinyl Wallcovering
WD	Wood
WM	Walk-off Mats
WP	Wall Paper
WRG	Water Resistant Gypsum Board

SAMPLE COST ESTIMATE

Single Item Cost Estimate/Purchase Description Sheet

PROJECT:	Consolidated Support Center	**DATE:**	March, 1994
ITEM:	Lounge Seating	**LOCATION CODE:**	C5D-5
SOURCE:	Manufacturer: Contractor: Payment:	ABC Company ABC Company, 123 Military Road, St. Louis MO 68101 Same as Contractor Above	
GSA CONTRACT NO:	GS-00F-5334A	EXP:	June, 1995
MODEL NO:	3952	**WEIGHT:**	65 lb.
DESCRIPTION: W: D: H:	 40″ 34″ 28″		
	Lounge Chairs with All Hardwood Chair Frame, Triple Doweled and Corner Blocked with Roll-Bordered Tight Back and Arms. Foam and Fiber Padded Construction with Flat Tension Spring Tight Back and Rubber-Webbed Tight Seat. Fiber Padded Outside.		
UPHOLSTERY:	Grade J, Country Path, #3009-022 Barn		
WARRANTY:	1 year with normal use		
ROOM LOCATIONS	**QTY**	**UNIT PRICE**	**TOTAL**
218	5	700	3,500
224	4	700	2,800

Consolidated Support Center
Total Cost Estimate Summary

Draperies		**2,000**
Private Office Casegoods		**62,100**
Private Office Side Chair		**25,000**
Private Office Desk Chair		**1,900**
Open Office Seating		**91,300**
Open Office Side Chair		**15,800**
Conference Room Tables		**16,700**
Conference Room Seating		**6,800**
	Sub-Total:	**221,600**
Freight not included above:		**500**
Systems Furniture		**624,000**
Installation		**62,000**
	Sub-Total:	**686,000**
Freight		**7,000**
	Total:	**915,100**
	10% contingency	**91,000**
	Grand Total:	**1,006,100**

GENERAL REFERENCES

HQ USAF Engineering Technical Letters (ETLs)
HQ USAF Instructions, Manuals and Pamphlets
AMC ETL's, Instructions, Manuals and Pamphlets
AMC Design Guides and Standards
Standards Published:

- Commander's Guide to Facility Excellence
- Commander's Guide to Dormitory Excellence
- Commander's Guide to Family Housing Excellence
- Passenger Terminal Design Guide
- Consolidated Squadron Operations/Aircraft Maintenance Unit Design Guide
- Commander's Base Comprehensive Plan Summary
- Architectural Compatibility Guides
- Housing Community Plans
- AMC Housing Guide
- Service Contract Standards
- Base Dormitory Construction and Renovation Plans
- AMC Consolidated Dormitory Construction and Renovation Plan
- Commander's Guide for Self-Help Success
- Base Legal Facilities Design Guide
- Guide to Excellent Services Facilities
- Commander's Guide to Facility Excellence
- Landscape Design Guide
- Air Force Office of Special investigations Facilities Design Guide
- Aircraft Industrial Support Facilities Design Guide
- Flight Line Support Facility Design Guide
- Family Support Center Design Guide
- Aerospace Ground Equipment Maintenance and Storage Facilities Design Guide
- Centralized Life Support Design Guide
- Flightline Security Standards
- Airman Leadership School Design Guide
- Civil Engineer Squadron Design Guide
- Central Deployment Center Design Guide
- Chapel Design Guide
- Vehicle Operations and Vehicle Maintenance Facilities Design Guide
- Supply Administration and Warehouse Facilities Design Guide

American Association of Textile Chemists and/ Colorist (AATCC)

American National Standards Institute, Inc. (ANSI)

Americans with Disabilities Act (ADA)

American Society for Testing Materials (ASTM)

Ceiling and Interior Systems Contractor Association (CISCA)

Occupational Safety and Health Act (OSHA)

National Fire Protection Association (NFPA)

Underwriters Laboratories, Inc. (UL)

Uniform Building Code (UBC)

Uniform Federal Accessibility Codes

When specifying furnishings, the designer should keep in mind that GSA schedules are no longer mandatory; however, procurement of GSA items is quicker and easier. To order Federal Supply Schedule and/or GSA Form publications, write to:

General Services Administration
Centralized Mail List Service (7-CAFL)
819 Taylor Street
P. O. Box 6477
Fort Worth TX 76115

Manufacturers can be contacted directly to receive catalogs addresses are listed on the schedules. To obtain information on items available from Federal Prison Industries write, call or FAX:

UNICOR
Federal Prison Industries, Inc.
320 First Street, N.W.
Washington, D.C. 20534
800-827-3168
FAX-202-628-1597

If no Unicor or GSA item can satisfy the functional and aesthetic requirements, furniture may be procured from an open market source. Detailed technical specifications must be written to ensure that functional and quality requirements are met.

DESIGN CENTER

A M C

For assistance please contact:
HQ AMC Design Center
507 A Street
Scott AFB, IL 62225-5022
DSN 576-5107/Fax 576-8789
Commercial 618-256-5107

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